

Behavioral Health Services Oversight and Accountability Commission

RFP TAY-005

Questions and Responses 1

	RFP Section Reference	Question	Commission Response
1.	General	My organization is interested in applying for the RFP for Transition Age Youth Advocacy, and I was curious if the Commission would be holding a webinar or bidder's conference for the RFP for more information	There is no webinar or bidder's conference scheduled for this procurement.
2.	General	This RFP references DVBE reporting but does not reference the DVBE incentive/encouragement for inclusion to enhance the participation of DVBEs in state contracting (Military and Veterans Code (M&VC), Section 999.5 et seq.). Will this solicitation include the DVBE incentive in the RFP and other procurement opportunities for California (CA) certified DVBEs as subcontractors?	This RFP does not include a DVBE incentive.
3.	General	What is the number of TAY youth each cohort is expected to serve?	The Proposer should indicate the number for TAY they are planning to include in each cohort. The Commission understands that this will depend on the Proposer's plan.
4.	General	What is the geographic expectation for cohorts across California? How much of the state needs to be represented?	There is no minimum geographical coverage expectation.
5.	General	Is there data that shows which counties and communities have a higher number of TAY who fit the criteria outlined in the RFP?	Each county maintains their own data on their nuanced population.
6.	General	Can current BHSOAC grantees apply for this RFP?	Current BHSOAC grantees may apply for this RFP.

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7.	7. INFORMATION REQUIRED IN THE PROPOSAL	In the minimum qualifications attachment it says applicants must: <u>Be a 501(c)(3) non-profit corporation, registered to do business in California.</u> Does this mean local government agencies are not eligible to apply?	Correct. For the purposes of this procurement, Proposers are limited to 501(c)(3) organizations.
8.	Scope of Work, Section D (Deliverable Acceptance, pg. 15)	If deliverables are not met, does this mean that the grantee will not be reimbursed?	Correct. Section 6.D. states, “This is a deliverables-based contract.” Payments are made on completed and approved deliverables.
9.	Introduction (pg. 3)	What geographies are eligible/prioritized in this RFP?	The services must be provided within the state of California.
10.	Scope of Work, Planning Phase	What resources are available for developing a Leadership Academy curriculum? Are there specific requirements that our curriculum must meet?	Refer to the RFP for curriculum expectations. The Proposer should identify their own resources to create the curriculum.
11.	Contractor Responsibilities p 8-9	How many TAY leadership trainers are expected to facilitate each 9 month leadership academy? Can they do more than one academy or are we required to have new leaders each academy?	The Proposer should identify what would work best according to the development of their workplan. There are no requirements relative to number of trainers.

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12.	Contractor Responsibilities p 8-9	How many participants do you expect to attend each of the leadership academies? Can they attend virtually in order to have a wider reach statewide?	The Proposer should indicate the number for TAY they are planning to include in each cohort. The Commission understands that this will depend on the Proposer's plan. The Proposer will determine if their academy is in-person or virtual or a hybrid and indicate this in their workplan.
13.	Previous Commission Advocacy Contracts p 5	Can we have access to the last 3 cohorts' accomplishments of grantees for this project? We want to see what has been done in order to build upon the work.	This is a brand new RFP Proposal so there are no previous cohorts.
14.	Scope of Work	Is the contractor expected to work state-wide, or will a large MSA suffice?	There are no requirements for geographical coverage.
15.	Scope of Work	How many young people should be in each cohort, or are there any expectations around cohort size?	The Proposer should indicate the number for TAY they are planning to include in each cohort.
16.	Scope of Work	Are there any limitations on how we compensate TAY?	Legal and ethical boundaries should be maintained and the plan for compensation must be outlined in the RFP application.
17.	Attachment 6: References	How does the TAY reference process work – should the youth be ready to get a phone call for further information?	There is no guarantee the TAY reference will be contacted.
18.	Exhibit D: Budget & Narrative	Can the contractor charge indirect costs?	This is a deliverables based contract. The Commission will only pay for the cost of the deliverable. Any administrative cost incurred should be added to the cost of the deliverables. Exhibit B – Budget and Narrative states, "Administration Expenses may not exceed 15% of the total contract." Federally Negotiated Approved Rate Agreement does not apply to this RFP.

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19.	7.Information Required in the Proposal. Cost Sheet	May I kindly ask you to confirm whether Indirect Costs are allowable under this RFP, and if so, what the applicable rate would be? Additionally, could you please advise whether a Federally Negotiated Approved Rate Agreement applies to this RFP?	This is a deliverables based contract. The Commission will only pay for the cost of the deliverable. Any administrative cost incurred should be added to the cost of the deliverables. Exhibit B – Budget and Narrative states, “Administration Expenses may not exceed 15% of the total contract.” Federally Negotiated Approved Rate Agreement does not apply to this RFP.
20.	6. Scope of Work B. Contractor Responsibilities 2. Operations Phase c. Supportive Funding	If technological equipment is purchased (e.g. laptop, tablet) for individuals participating in a cohort, does that equipment need to be retrieved/returned after the individuals complete the 9-month cohort process?	There is no requirement for the return of the equipment.
21.	6. Scope of Work C. Deliverables 6. Final Report and Evaluation – d.	How are you defining field impact? What criteria should we use to measure effectiveness in this area?	This information will be determined in the data collection portion of the project and the Contractor will demonstrate the impact of the academy’s curriculum on various categories defined by the commission.
22.	7. Information required in the proposal. A, B,C and D attachments	Are there any restrictions on word limit, font, formatting in completing these attachments?	There are no restrictions on word limit, font, or formatting. Section 8.A. states, “Proposals are to be prepared in such a way as to provide a straightforward, concise explanation of capabilities to satisfy the requirements of this RFP. Colored displays, promotional materials, etc., are not necessary or desired. Emphasis should be concentrated on conformance to the RFP instructions, responsiveness to the RFP requirements, and on completeness and clarity of content.”

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23.	Appendix 1, Section 4.A	The sample “Budget Detail and Payment Provisions” on page 70 describes the maximum payment amount as \$502,500, which conflicts with the “5. Contract Term and Funding” information on page 7. Please clarify the award amount.	See Addendum 1. Contract value is \$2,010,000
24.	Section 4. Key Action Dates and Section E. Notice of Intent to Award	Table 4-1 (p. 6) notes that the Notice of Intent to Award is planned for March 26, 2026, but page 7 states that “Notice of Intent to Award is anticipated to be announced at the January 2026 Commission meeting.” Please clarify the planned award timeline.	See Addendum 1. The Notice of Intent to Award is scheduled for the March 26, 2026 Commission meeting.
25.	Section B. Contractor Responsibilities: 2.c. Supportive Funding	The 10% Equity Access Fund is described on page 11. Please confirm that the TAY participants are able to keep items purchased with access funds (e.g., technology, professional clothing).	There are no requirements for the return of equipment.
26.	Section B. Contractor Responsibilities	The Commission describes three 9-month cohorts. Does the Commission have a general expectation for how many TAY would participate (in each cohort or in total)? If not, is the Commission able to provide any information about how many TAY were served in the previous contract(s) as a point of reference?	The Proposer should indicate the number for TAY they are planning to include in each cohort. This is a new RFP proposal and there were no previous cohorts.

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27.	Section B. Contractor Responsibilities: 1. Planning Phase	Page 9 notes that during the planning phase, the contractor should co-design the leadership curriculum with TAY members. Are these members intended to be a separate group from the initial cohort of the Leadership Academy (e.g., an advisory group)?	The Proposer will determine this during their planning phase and indicate in the workplan.
28.	Section B. Contractor Responsibilities: 1. Planning Phase	Page 9 notes that during the planning phase, the contractor should produce an Advocacy Toolkit “informed by the Leadership Academy.” Does this mean the toolkit should be informed by the Leadership Academy <i>curriculum</i> , or does this mean informed by the TAY members who are co-designing the Leadership Academy?	The toolkit should be informed by information gleaned during the entire project.
29.	F. References (Attachment 6)	If the proposer has a subcontractor who will be substantially involved in designing the curriculum and serving the TAY participants, can the two required references include reference(s) who will speak to the subcontractor's work, or can the references only be for the Contractor?	References are only for the Proposer.
30.	D. Proposed Workplan: 2. Operations Phase	Can all training and support activities with the TAY participants (p. 18-19) be conducted virtually? Is there an expectation or preference for on-site activities?	There is no requirement for in-person vs. virtual.

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31.	Section B. Contractor Responsibilities: 2.c. Additional Supportive Services	Page 10 states that the Contractor is expected to “offer participants access to programs and services that support financial literacy, educational attainment, and overall well-being, including” literacy education, federal and state aid programs, California College Promise Program, and other relevant grants and resources. Please clarify what is meant by “offer access to” these programs. Does the Commission primarily mean that the Contractor will provide information and guidance, or is the Contractor responsible for more intensive support (e.g., helping individual participants complete aid applications)?	The Proposer must offer access at minimum through connection and exposure to resources.
32.	p. 10-11; 2. Operations Phase; c. Supporting Funding; 2) Equity Access Funds.	p. 11 indicates that “Ten percent (10%) of the total contract shall be reserved to promote equitable access,” can youth stipends for participation (recruitment and retention funds) be considered as part of the 10%?	Recruitment and Retention funds are separate from the Equity Access Funds.
33.	p. 30-32; Proposer background C.1 & C.3	What type of “support” is expected to address question C.1 (existence of organization) and C.3 (staffing for organization)? Can you provide examples?	Any documentation that provides support of the stated answer is acceptable.

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34.	p. 31; Proposer Background; C.1. calc Existence	When you refer to “most fully supported years of experience, do you refer to the number of years the organization has been in existence, specifically doing the work related to the RFP, or cumulative years of experience of the organization and staff working on the project?	This is referencing years of experience working with this population.
35.	p. 48-49; Attachment 5: Cost Sheet	Does the budget need to be the same for each year (i.e., each year must total \$670,000 or can the yearly amount vary as long as the three-year total does not exceed \$2,010,000? Do the Equity Access funds need to be divided evenly among the three years, or can it vary if the total amount is 10% of the contract or \$201,000?	The budget does not need to be the same for each year. Equity access funds can also vary by year as long as the total meets the 10% of the overall contract.